

PRINTING FROM YOUR TLN LIBRARY

PRINTING MADE EASY FROM
SMARTPHONES, TABLETS,
LAPTOPS AND MORE...

Smart **ALEC**™

 The Library Network
Libraries Working Together

Comprise™

Business Resources

- BORROWING INFORMATION
- COMPUTERS & PRINTING WIRELESS PRINTING
- COPYING & MORE
- EXAMINATION PROCTORING
- MEETING ROOM
- MICHIGAN ACTIVITY PASS & DETROIT ZOO DISCOUNTS



Local Business

- Romulus Chamber of Commerce
- Huron Township Chamber of Commerce
- Romulus Economic Development
- Huron Township Economic Development
- Crain's Detroit Business
- Detroit SCORE

Small Business

- Michigan Start Up Business Assistance
- Michigan Small Business Development Center
- U.S. Small Business Administration Michigan District Office
- EBSCO Small Business Reference Center Database (through MeL)
- Business Planning and Finance Templates from SCORE
- Michigan Business One-Stop
- SPARK Ann Arbor

General Business

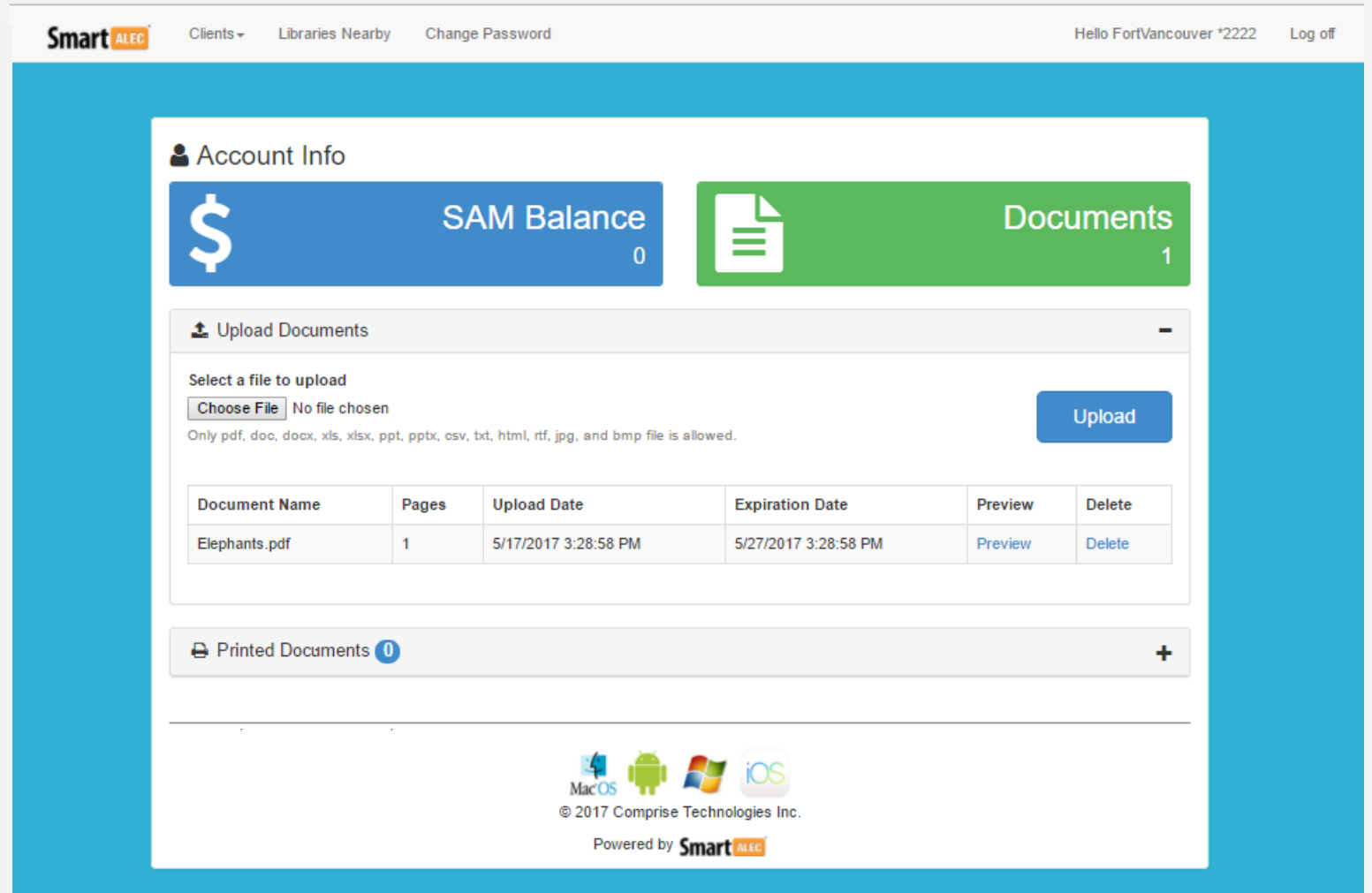
Access the **SmartAlec Print Control** website at:

<https://smartalec.smartalecprint.com/smartalec?ID=TLN>

The library may have this page already saved on their home page.

PRINTING FROM YOUR LAPTOP

- Once you have logged in successfully with your **library card** number and **PIN**, you will see this screen.
- From here you will be able to:
 - View all docs waiting to be printed at the library release station.
 - Upload new .documents to print
 - Check current SAM account balance.



The screenshot displays the SmartALEC user interface. At the top, there are navigation links for "Clients", "Libraries Nearby", and "Change Password", along with a user greeting "Hello FortVancouver *2222" and a "Log off" option. The main content area is titled "Account Info" and features two prominent cards: a blue card for "SAM Balance" showing a value of 0, and a green card for "Documents" showing a count of 1. Below these cards is an "Upload Documents" section with a "Choose File" button, a "No file chosen" status, and an "Upload" button. A note specifies that only pdf, doc, docx, xls, xlsx, ppt, pptx, csv, txt, html, rtf, jpg, and bmp files are allowed. A table lists the uploaded document "Elephants.pdf" with 1 page, an upload date of 5/17/2017 3:28:58 PM, and an expiration date of 5/27/2017 3:28:58 PM. The table includes "Preview" and "Delete" links for each document. At the bottom, there is a "Printed Documents" section with a count of 0 and a plus sign to expand it. The footer includes logos for MacOS, Android, Windows, and iOS, the copyright notice "© 2017 Comprise Technologies Inc.", and the text "Powered by SmartALEC".

Document Name	Pages	Upload Date	Expiration Date	Preview	Delete
Elephants.pdf	1	5/17/2017 3:28:58 PM	5/27/2017 3:28:58 PM	Preview	Delete

HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



SmartALEC Needs to be installed on your devices from the app store

- For any Android devices, you should find

the app here:



- For an Apple devices (iPhone/iPad), this can

be found here:



- Search for “SMART ALEC” and download the application. Once it is installed, you will see it on your device home screen as shown.



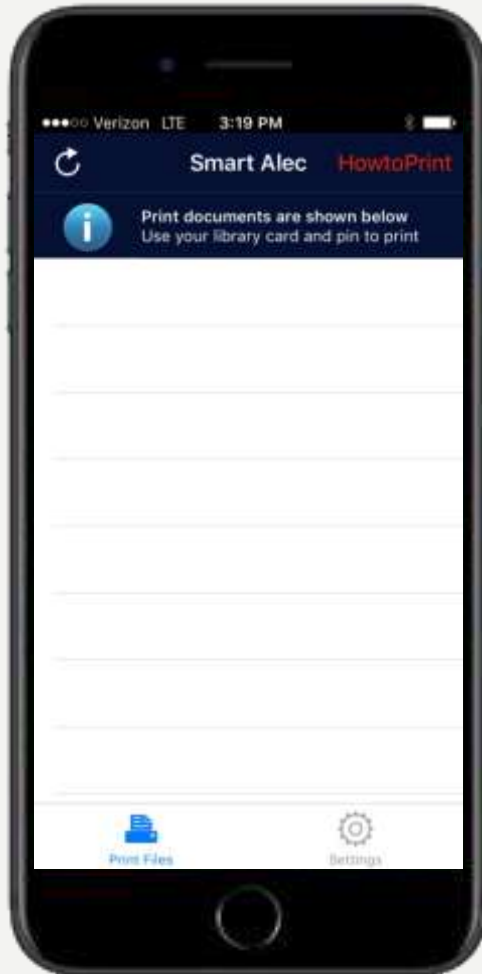
HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



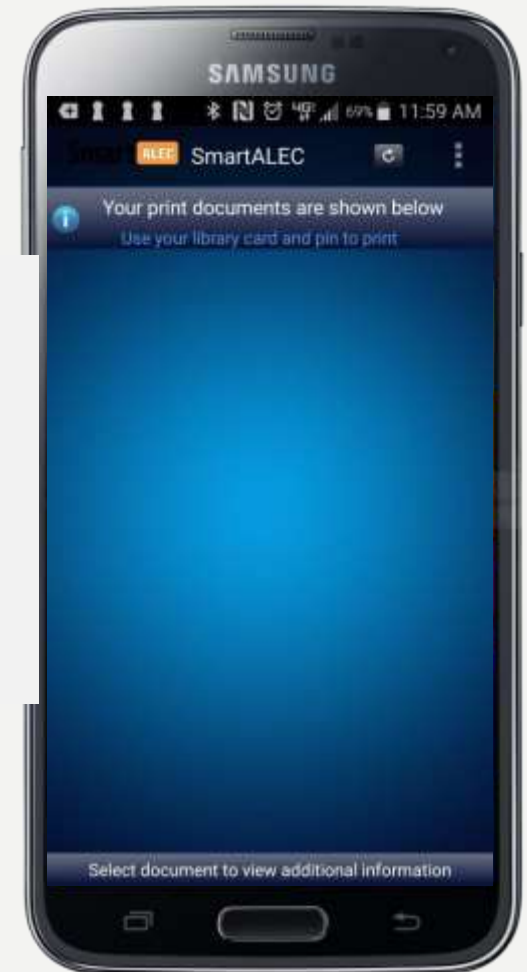
- After installing SmartALEC, tap the app on your screen to open it.
- Login with your **library card** and **PIN**.
- **[ACCEPT]** the Library Policy.



HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



- Once you are logged in, you will see the *printing queue screen*.
- **SmartALEC** is now active and ready for your print selections!



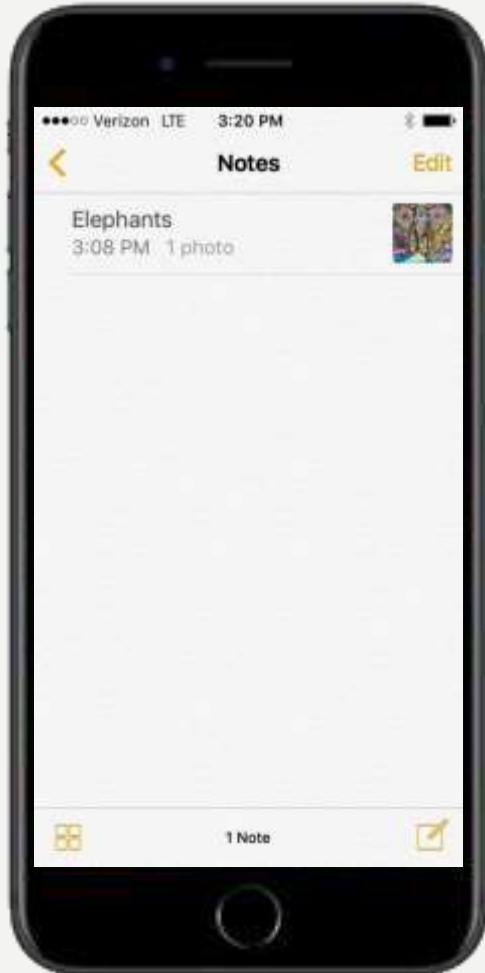
HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



- You can now close SmartALEC and go back to the home screen.
- Access the document or photo you wish to print.

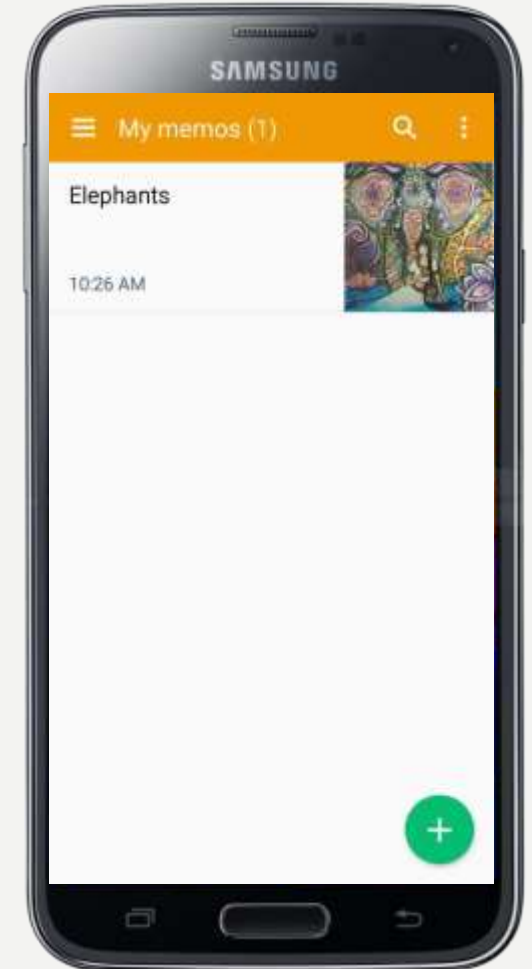


HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



PRINTING FROM NOTES



- Open the document you wish to print.
 - This could also be a photo that you have saved on your smartphone or a pdf document online.



HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



PRINTING FROM NOTES

- Once the document is opened:
 - For iPhone users select the share icon .
 - For Android devices select the options button .

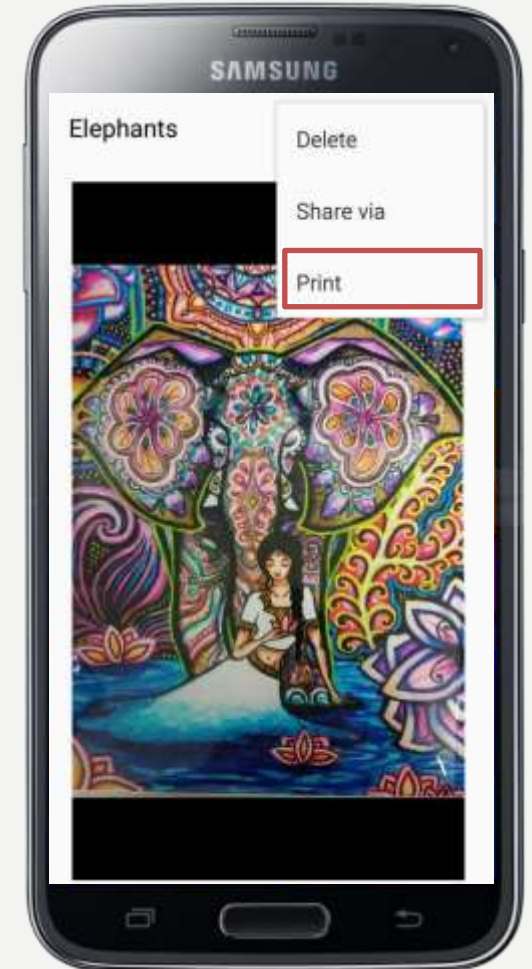


HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES

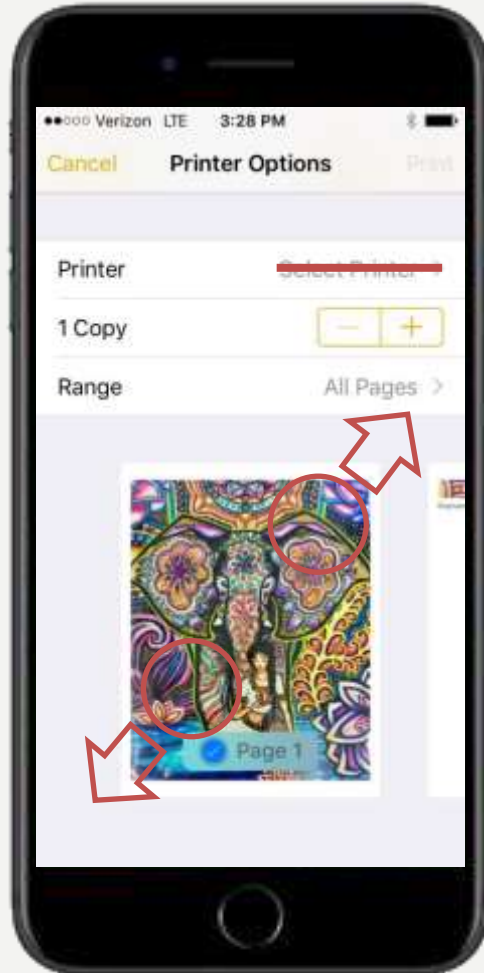


PRINTING FROM NOTES


- Select [PRINT].

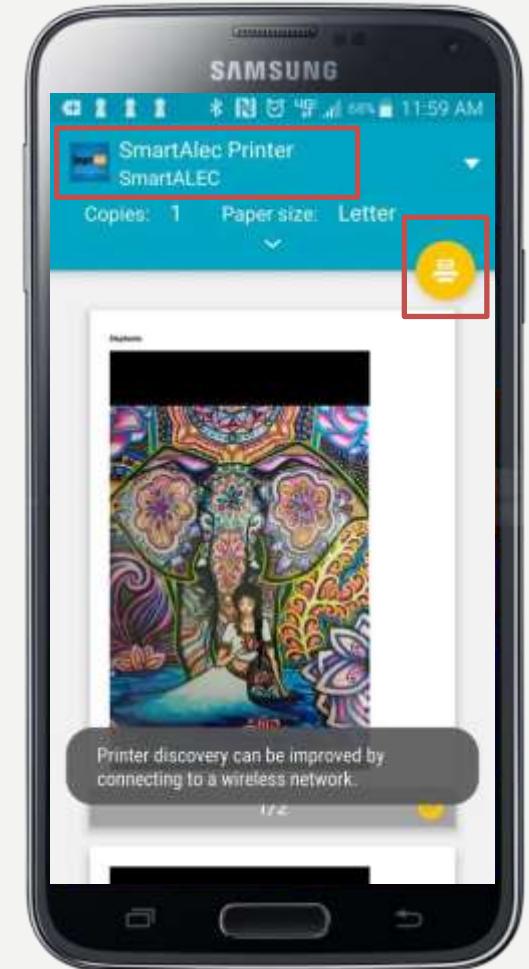


HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



PRINTING FROM NOTES


- Once you are at the print preview screen
 - For iPhone users, perform a [pinch zoom/force touch] on the screen.

 - **Do not attempt to select a printer first. This will give an AirPrint error**
 - For Android devices select [SmartAlec Printer]
 - Click the *print icon* on the right-hand side.



HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES

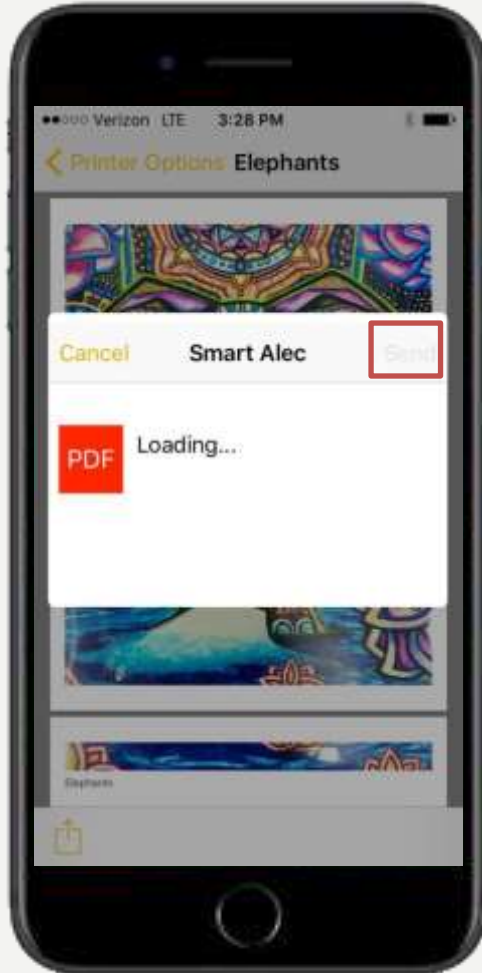


PRINTING FROM NOTES

- For iPhone users, select the share icon again  then select **SmartALEC** from the *activities* list.
- For Android devices, the document is now being uploaded to the Print Release Station. Please wait!



HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES

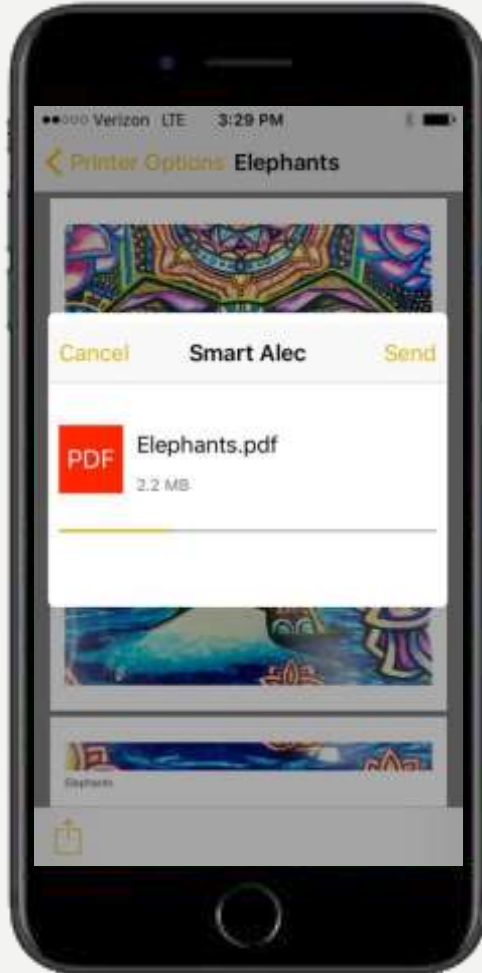


PRINTING FROM NOTES

- For iPhone users, once the document has completed loading select [**SEND**].
- For Android devices, the document uploading is complete and is now ready for release from the Print Release Station.



HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



PRINTING FROM NOTES

- For iPhone users, uploading is finished once the SmartAlec dialog box vanishes.



HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



PRINTING FROM NOTES

- To see your sent document in the print queue, reopen the **SmartALEC** app.



HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES



PRINTING FROM NOTES

- If your sent document is now shown in the print queue, it is now ready to print!



HOW TO USE SmartALEC™ FROM YOUR SMARTPHONES

RELEASING THE PRINT JOB

- Proceed to a Print Release Station to print documents
- Select, “Print Your Document” and enter your **library card** or **email and PIN**.

